

Minutes of
Bainbridge Township Cemetery Board
October 6, 2010

Present: Bill Takacs, Chairman; Rob Arnold; Don Mitchell; Ted Seliga; Greg Marous,
Road Department and Linda Zimmerman, Secretary

Mr. Takacs called the meeting to order at 3:30 P.M. at the Town Hall.

MINUTES

The minutes of the September 1, 2010, September 9, 2010 and September 22, 2010 meetings were approved as written.

NEW BUSINESS

Budget

The board discussed the budget (five year plan) regarding monthly maintenance costs, contract services and mowing/landscape costs. Mr. Seliga will check with the Board of Trustees if the maintenance building is on the township project list and contact the Fiscal Officer's Office to obtain exact figures of what has been spent on cemeteries for the last five years.

OLD BUSINESS

Columbariums

Mr. Seliga reported that he sent an inquiry to Vermont Monuments with a photo of the columbarium that the board prefers and the general specifications for it which are 48 niches, the material is to be monument grade Barre Gray granite, polished exterior surface, unpolished interior surface - no saw marks, roof pitch to the sides, individual unpolished interior niche covers, polished exterior niche covers - covering two niches with Bronze rosettes and the floor on the top will be raised to prevent water infiltration. He said the unit is pinned with clamped slots on the corner of vertical walls and all dividers, roof and walls are epoxied with a special epoxy for granite. Joints are sealed with a non-acidic silicon sealer and standard dimensions of the interior partitions are 12" x 12" x 12". The base of the unit is 6" thick, the roof stone would be 8" thick with a pitch and the exterior walls are 5" thick. Bronze rosettes are standard and a special tool will be provided to remove the rosettes. The board was in agreement to have 12" x 12" x 14" niches and talked about the cost of the unit with the additional base at the bottom, and the proposed fluting design on the sides. The board was in agreement that the flutes can be eliminated on the sides because of the additional cost. Requirements for footers was discussed and the board agreed that the manufacturer should supply the specifications for them. The board discussed consulting with Mr. Steve Ciciretto, Architect for help in writing the scope of work and specifications for the columbarium. The board of trustees will be contacted to obtain permission before inviting Mr. Ciciretto to a cemetery board meeting.

The board talked about alternate locations for the columbarium and if there is a place in the cemetery where it would be more appropriate instead of placing it in the new expanded area.

Cemetery Management Software

The board discussed the Cemetery Management Software. Quotes are currently being obtained from Cartegraph and Pontem.

Meeting Schedule

The board was in agreement to hold a special meeting on Wednesday, October 20, 2010 at the Town Hall at 3:30 P.M. for a work session on columbariums.

The next regularly scheduled meeting will be held November 3, 2010 at 3:30 P.M.

Since there was no further business before the board, the meeting was adjourned at 5:00 P.M.

Respectfully submitted,

Linda L. Zimmerman
Secretary to Cemetery Board